



enercare  
centre

# Catering Menu 2020



SPECTRA



# Welcome

We are Spectra, the exclusive caterer for Enercare Centre, Queen Elizabeth Building and Better Living Centre. With an innovative food and beverage approach, our culinarians are committed to crafting fresh and creative high-quality menus with an emphasis on authentic regional flavours that are infused with locally sourced ingredients.

Spectra Food Services & Hospitality serves over 40 million guests per year at more than 245 venues across North America. Spectra has the expertise to deliver incredible guest experiences. We are well versed in the art of successful catering and have provided memorable experiences for multi-million-dollar clients such as Microsoft, Tesla, People Soft, POW WOW, Amway, McDonald's and John Deere. Our team has the background to manage events of any size or complexity such as banquets as large as 20,000 guests, plated gala for 6,000, or multiple day events serving up to 25,000 people.

For more information, please contact:

## MICHELLE BARRETO

Catering Manager  
Michelle.Barreto@Spectraxp.com  
437.995.2444

Our culinary team at the Enercare Centre is deeply rooted in the Toronto food scene. Our Executive Chef and Sous Chef have a combined 58 years of industry experience, most of which was here in Toronto. During Spectra's tenure, we have serviced high-profile events, such as, the Pan Am Games, Salesforce World Tour Toronto, Google Cloud Summit, Alibaba Presents Gateway 17 and the Global Methane Forum. The culinary team's wealth of industry experience greatly contributes to the successful events and clients' rave reviews at the Enercare Centre.

We at Spectra look forward to working together to make your event come to life with an unforgettable culinary experience.



**SPECTRA**



True to our company's vision, our Spectra team at the Enercare Centre places a high importance on sustainability and utilizing locally sourced Ontario ingredients within the menu. We work closely with our client partner at Enercare Centre to participate in their waste reduction and diversion initiatives in order to achieve zero waste and reduce reliance on landfills. As part of the program, our team sort and divert waste from the food operation across 28 different waste streams such as organics, cardboard and co-mingled materials of glass, cans, plastic and cartons.

To show our commitment to sustainability, Spectra offers a 5% discount on catered food if you choose to use our biodegradable/compostable products.

## Menu Contents

### Breakfast

BUFFET	5
BUFFET ENHANCEMENTS	6
A LA CARTE	7

### Break Services

9

### Lunch

BOXED LUNCH	11
BUFFET	12 & 13

### Reception

PASSED HORS D'OEUVRE	15
STATIONS	16 & 17

### Dinner

PLATED	19
--------	----

### Beverages

NON-ALCOHOLIC - A LA CARTE	21
BAR SERVICE - CASH BAR	22

### General Information & Policies

23 - 25







# Breakfast



# Breakfast

## BUFFET

*Prices listed are per guest. Minimum of 24 guests.*

*All breakfast buffets are accompanied with an assortment of fresh cut fruit and berries, Starbucks brewed coffee, herbal teas and assorted fruit juices*

### Continental \$26

An assortment of specialty made in house pastries include butter croissants, assorted danishes, muffins, banana bread and Gluten-free selections

### Oatmeal Bar \$18

Our Chef prepares 3 different oatmeals for your guest's delight;

- Warm apple pie
- Chilled overnight green tea oatmeal with almond milk
- Build-your-own with cashews, berry compote, chocolate, cranberries, walnuts and dates

### Lakeshore St. Bagel Stand \$29

An assortment of fresh bagels include 12 grain, whole wheat, poppy seed and the ever popular everything bagel. Toppings include aged white cheddar, creamy brie, cream cheese, fruit preserves, peanut butter, Nutella, fresh tomato, cucumber and red onions, as well as our Bay of Fundy cold smoked Atlantic salmon

### Build A Breakfast Buffet \$35

#### SELECT YOUR EGGS (CHOICE OF 1)

- Scrambled eggs with mushroom and cheddar
- Scrambled eggs with tomato, spinach and feta
- Shakshuka – Eggs poached in a sauce of tomatoes, peppers and onions

#### Additional Gluten-Free/Vegan Option (VG) (GF)

Scrambled Tofu with tomato, green onion and vegan cheese

Serves approximately 25 guests \$150

#### SELECT YOUR BREAKFAST MEAT (CHOICE OF 1)

- Maple glazed bacon
- Dijon rosemary peameal bacon
- Cider glazed pork farmers sausage
- Turkey sausage with sage and cranberry
- Roasted honey ham

#### SELECT YOUR POTATO (CHOICE OF 1)

- Rosemary and Parmesan roasted potato wedges
- Sweet potato tater tots, with maple sour cream glaze and toasted pecans
- Potato hash with sweet peppers and onions
- Patatas Bravas – Fried potatoes with tomato sauce and lemon aioli



# Breakfast

## BUFFET ENHANCEMENTS

*Minimum order of 24*

### **Eggs Benedict \$8 each**

Peameal bacon, spinach, tomato, poached egg, chive hollandaise  
Smoked salmon, pickled onion, poached egg, dill hollandaise  
Braised eggplant, zucchini, peppers, poached egg, sundried tomato hollandaise

### **Belgian Waffle Stand\* \$12 each**

Freshly made-to-order by our chefs. Accompanied with local maple syrup, butter and fresh seasonal berries

### **Omelet Stand\* \$12 each**

Onion, tomato, spinach, mushrooms, asparagus  
Smoked salmon, bacon, chicken  
Goat cheese, feta, cheddar cheese  
Guacamole, salsa, sour cream

\* Chef Required - \$170

*Prices include china and linen. Receive a 5% discount if you opt to use our biodegradable/compostable products. A 18% management charge and 13% HST will be applied to all invoices.*



# Breakfast

## A LA CARTE

*Minimum order of 12 unless noted otherwise.*

### Egg & Turkey

#### **Breakfast Sandwich** \$9.25 each

Egg, turkey sausage and cheese on an English muffin

#### **Breakfast Wrap** \$13 each

Whole wheat wrap, egg, smoked bacon, avocado, cream cheese, black bean, tomato and onion

#### **Breakfast Panini** \$11.25 each

Peameal bacon, cheddar, tomato and egg on a soft Ace Bakery bun with lemon mayonnaise

#### **Yogurt Parfait** \$5.50 each

Vanilla yogurt with fresh berries and granola topping

#### **Assorted House-Baked Muffins** \$3.50 each

#### **House-Baked Croissants or Danishes** \$3.50 each

Almond, chocolate and butter

#### **Fruit Platter** \$7 each

Minimum order of 24

Cantaloupe, honeydew, pineapple, watermelon, grapes and assorted berries

#### **Assorted Whole Fruit** \$3.25 each

Apples, bananas, oranges and seasonal fruit







# Break Service





# Break Service

## PACKAGES

*Prices listed are per guest. Minimum of 24 guests*

*All break services are accompanied with Starbucks coffee and selection of teas*

### **Power Up** \$11.75 each

Granola bars  
Assorted whole fruit  
Brewed coffee and teas

### **Donut Bar** \$12.25 each

Chocolate chip, sour cream glazed, powdered and glazed devil  
Brewed coffee and teas

### **Finger Sandwiches** \$13.25 each

Egg salad  
Cucumber and cream cheese  
Smoked salmon  
Chicken Waldorf  
Brewed coffee and teas

### **Farmers Platter** \$22 each

#### **CHARCUTERIE**

Salami, dry cured prosciutto, smoked duck breast, bresaola

#### **CHEESE**

Artisan Oka, smoked gouda, creamy Saint Paulin,  
3 year old white cheddar, aged goat cheese

#### **ACCOUTREMENTS**

Roasted olives, sundried tomatoes, house-pickled vegetables  
Crackers, flatbreads, baguette  
Fig jam, grapes, local sweet mustards

### **Big Dipper** \$19 each

Red pepper hummus, yellow beet and cucumber tzatziki,  
ricotta cheese and lemon  
Fresh house-pickled vegetables  
Pita and flatbread





Lunch



# Lunch

## BOXED LUNCH

All boxed lunches are served with Aquafina bottled water. Minimum of 5 boxed lunches per selection. Gluten-free bread available upon request for \$3 per order

### Smoked Turkey \$28

Turkey, Havarti cheese on a pretzel bun

### Tandoori Chicken \$28

Tandoori chicken salad on a croissant

### Chickpea Salad \$28

Chickpea salad served on a potato bun

### Grilled Chicken Garden Salad \$29

Tomato, cucumber and sweet peppers

### Smoked Salmon \$30

Smoked salmon, red onion, alfalfa sprouts  
cream cheese

### Prosciutto, Salami, Kielbasa, Pepperette \$34

Green and black olives, roasted peppers  
Bocconcini and cheddar cheese  
Artichoke and asiago dip  
Crostini

### Chicken or Shrimp Poke Bowl \$29

Radish, cucumber, cherry tomato, sesame, green onion  
Hard boiled egg

#### SELECT A SIDE (CHOICE OF 1)

- Quinoa salad
- Trail mix
- Country coleslaw
- Mixed bean salad

#### SELECT A FRUIT (CHOICE OF 1)

- Fruit salad
- Crisp granny smith apple
- Fresh pineapple
- Fresh melon

#### SELECT A DESSERT (CHOICE OF 1)

- Chocolate cheesecake
- Granola bar
- Chocolate bar
- Chocolate brownie
- Lemon cake
- Cookie



# Lunch

## BUFFET

Prices listed are per guest. Minimum of 24 guests

Gluten-free bread available upon request \$3 per order

All lunch buffets accompanied with brewed Starbucks coffee and selection of teas

### Working Lunch

#### Build-Your-Own Buffet \$49

##### DELI FAVOURITES (CHOICE OF 2)

- Montreal smoked meat with grainy mustard
- Slow roasted beef with horseradish mayonnaise
- Ontario turkey with cranberry mayonnaise
- Caprese – Ripe tomato, mozzarella and basil
- Ham, Gruyère cheese and roasted mushroom
- Tempeh Reuben – Smokey maple tempeh, sauerkraut, Gruyère cheese and Russian dressing

##### HOUSE-MADE SOUPS & SALADS (CHOICE OF 2)

**VG** **GF** Available upon request

- |                                |                           |
|--------------------------------|---------------------------|
| • Mushroom                     | • Power crunch salad      |
| • Tomato red pepper            | • Kale Caesar             |
| • Potato leek                  | • Rice dream              |
| • Minestrone                   | • Ancient grains          |
| • Butternut squash             | • Classic creamy coleslaw |
| • Sweet potato & smoked pepper | • Red potato salad        |

##### A SWEET ENDING (CHOICE OF 1)

- Donut bar
- chocolate chip, sour cream, powdered, glazed devil
- Assorted squares
- brownies, carrot cake, butter tart, Nanaimo bars
- Freshly baked cookies
- oatmeal, chocolate chip, double chocolate chip



# Lunch

## BUFFET

Prices listed are per guest. Minimum of 24 guests

All lunch buffets accompanied with brewed Starbucks coffee and selection of teas

### The Crown

#### Build-Your-Own Buffet \$52

**ENTRÉES** (CHOICE OF 2)

##### CHICKEN

###### Indian Style Butter Chicken (GF)

Slowly stewed in creamy tomato cumin sauce, steamed rice, naan bread and cucumber raita

###### Grilled Chicken with Pancetta

With grainy mustard and cream sauce

###### Chicken Pot Pie

Classic chicken stew topped with allspice puff pastry

##### BEEF

###### Slow Braised Beef Ragout

Slowly braised with red wine, carrots, onions and tomato

###### Smoked Meat

House-cooked, hand-carved with sauerkraut, mustards and pickled vegetables

##### FISH

###### Salmon Filet (GF)

Served with a mango fennel chutney

###### Almond Crusted Tilapia (GF)

White wine chervil beurre blanc

##### VEGETARIAN

###### Chana Masala (VG) (GF)

With steamed rice, naan bread and raita

###### Four Cheese Ravioli

Roasted sundried tomato, sweet pepper, spinach, red onion

###### Quinoa Bake

Sweet potato, spinach, mushroom, peppers baked under mozzarella cheese crust

###### Vegetable Wellington

Sweet peppers, Portobello mushroom, eggplant, zucchini, goat cheese in

puff pastry (GF) Available upon request

**HOUSE-MADE SOUPS & SALADS** (CHOICE OF 2)

(VG) (GF) Available upon request

- Tomato red pepper
- Potato leek
- Sweet potato & smoked pepper
- Butternut squash
- Split pea
- Kale Caesar
- Spinach, apple, walnut & brie
- Arugula, Parmesan, sundried tomato
- Red potato salad with dill
- Curried quinoa and apple

**SIDES** (CHOICE OF 2)

- Roasted Brussels sprouts with caramelized onions and Parmesan cheese
- Parsnip and heirloom carrot bake with thyme and maple glaze
- Green and yellow beans with brown butter and dill
- Fresh seasonal vegetables with chive butter
- Three colour roasted baby potato with oregano and lemon
- Garlic mashed Yukon gold
- Steamed turmeric rice
- Creamy corn polenta

**DESSERT**

**Assorted Selection**

Mini cheesecakes, brownies, squares and tarts



A close-up photograph of three shrimp crostini on a white plate. Each crostini consists of a golden-brown, toasted bread slice topped with a generous portion of cooked shrimp, which are coated in a light sauce and garnished with finely chopped green herbs. Additional fresh parsley leaves are scattered around the crostini on the plate.

# Reception

# Reception

## PASSED HORS D'OEUVRES

Prices listed are for 24 pieces. Minimum of 24 pieces per selection

### COLD

#### California Roll \$92

A North American classic

#### Peking Duck Crepe \$130

Five spice roasted duck wrapped in a crepe with hoisin sauce

#### Smoked Salmon \$134

Served with capers on a rye crisp

#### Thai Salad Bundle \$107 (VG)

Wrapped in nori

#### Cold Poached Shrimp \$113 (GF)

Drizzled with an avocado herb sauce

#### Beef Carpaccio \$113

Crostini with blue cheese and caramelized onions

#### Seared Tuna Tostada \$113

Radish slaw

#### Smoked Trout \$150

Herbed sour cream

### HOT

#### Beef Wellington \$92

Tender beef filet cubes sautéed with butter, pate and cognac, wrapped in a golden puff pastry with Dijon mustard

#### Buttermilk Fried Chicken \$111

Skewer with maple mustard dip

#### Duck Confit Croquette \$92

Slow cooked duck leg, drizzled with an green pea aioli

#### Shrimp and Pork Sui Mai \$75

Ground pork, shrimp, black mushroom, ginger

#### Lemongrass Shrimp Satay \$107 (GF)

Wasabi mustard and cucumber sauce

#### Shrimp Hargow \$90

Traditional Chinese dim sum, sweet & spicy soy dip

#### Spanakopita \$73

Chopped spinach, feta cheese and onion

#### Vegetarian Samosa \$73

Potato, shiitake mushroom, onion, cabbage and carrot

#### Lentil Corn Croquette \$84 (VG)

Charred tomato jam

#### Chickpea Falafel \$73

Cool cucumber sauce

Prices include china and linen. Receive a 5% discount if you opt to use our biodegradable ware.  
A 18% management charge and 13% HST will be applied to all invoices.



# Reception

## STATIONS

*Prices listed are per guest. Minimum of 24 guests*

### SEAFOOD \$78

Cold poached shrimp, candied smoked salmon, lobster rolls, fried crab buns  
Cocktail sauce, fresh lemon, rye bread, cream, cheese, cucumbers, house  
pickled vegetables

### OYSTER BAR Market Price

Shucked oysters on the half shell – 3 per person  
Horseradish, lemon, cocktail sauce, mignonette, Sriracha

### OODLES OF NOODLES \$37

**Shrimp Pad Thai** rice noodles, bean sprouts, fresh lime  
**Gemelli noodles** slow braised beef ragu, tomato, Parmesan cheese  
**Three cheese macaroni bake** mushroom, root vegetable

### OH CANADA! SANDWICH BAR \$32

**Maple Roasted Peameal Bacon Sandwich** on brioche  
**Montreal Smoked Meat** on rye  
**Atlantic Lobster Rolls**  
Pickles, mustards mayonnaise

### CARVED ROAST BEEF \$47

Slow roasted Canadian prime rib beef with bread rolls, mustards, horseradish,  
chimichurri, mayonnaise

### POLENTA TABLE \$42

Soft polenta poured on the table, veal meatballs, braised beef short rib, pork  
belly, tomato sauce, asparagus, roasted peppers, rapini and Parmesan cheese

### PIEROGI BAR \$28

Potato and cheese pierogis tossed in butter and chives – topping options:  
**Chana Masala** curried chickpeas in tomato sauce with cucumber raita, cilantro  
**Butter Chicken** classic butter chicken, sour cream, coriander  
**Mama's Meatballs** hand made meatballs in tomato sauce with Parmesan  
cheese

### SALAD BAR \$28

**Green Salad** cucumber, tomato, beet, vinaigrette  
**Israeli Couscous** – diced yellow and red pepper, dried apricot, pumpkin seed  
and thyme white wine vinegar dressing  
**Beet Salad** pickled onion and feta cheese  
**Cobb Salad** egg, bacon, blue cheese, corn  
**Asian Noodle** cabbage, carrot, onion and hoisin sauce

### BIG DIPPER \$16

Red pepper hummus, yellow beet – cucumber tzatziki, ricotta cheese and  
lemon, house pickled vegetables, pita bread, flatbreads

# Reception STATIONS

*Prices listed are per guest. Minimum of 24 guests*

## **POUTINE BAR** \$30

Potato fries, sweet potato fries, tater tots  
Tomato braised Italian sausage, chicken shawarma, chana masala  
Cheese curds, feta cheese, Parmesan cheese  
Vegan gravy, cucumber sour cream,  
Tomato, pickled turnip, onion, jalapeño, cilantro

## **FARMERS TABLE** \$19

**Charcuterie** Blue Mountain bison salami, dry cured prosciutto, smoked duck breast and cranberry game terrine

**Cheese** Artisan Oka, smoked gouda, creamy Saint Paulin, 3 year old aged white cheddar, aged goat cheese

**Accoutrements** Roasted olives, sundried tomatoes, house pickled vegetables, crackers, flatbreads, baguette, Fig jam, grapes, local sweet mustards

## **MEXICAN TABLE** \$16

Avocado guacamole, tomato salsa, street corn chutney with cotija cheese, sour cream, tortilla chips, cheese quesadilla

## **SWEETS** \$22

Lemon mousse  
Cheesecake  
Tiramisu  
Fresh fruits







# Dinner

# Dinner

## PLATED

Prices listed are per guest. Minimum of 24 guests

All dinners are accompanied with Starbucks coffee and selection of teas

### STARTER (Choice of 1)

#### Baby Greens Salad (VG) (GF)

Roasted baby beet, pickled onion, pumpkin seeds, goat cheese croquette, balsamic vinaigrette

#### Loaded Wedge Salad (GF)

Iceberg lettuce, heirloom tomato, smoked bacon, corn, feta cheese, onion crisp, buttermilk dressing

#### Winter Slaw (VG) (GF)

Kale, Brussel sprout, Napa cabbage, red cabbage, radicchio, carrot, green onion, walnuts, dried cranberries, pomegranate seeds, maple mustard vinaigrette

#### Butternut Squash Soup (VG) (GF)

Curried butternut squash and apple soup, toasted pumpkin seed and snipped chive

#### Winter Mushroom Soup (VG) (GF)

Mushroom, barley and kale soup topped with feta cheese

### DESSERT (Choice of 1)

#### Flourless Chocolate Torte (GF)

Chocolate mousse, chocolate glaze

#### White Chocolate Lemon Cheesecake

Raspberry chutney

#### Warm Apple Crisp

Cinnamon apple strudel, custard sauce

### MAIN

#### Maple Glazed Pork Belly & Lobster Croquette \$78

Chimichurri and remoulade sauce, cauliflower gratin

#### Braised Beef Shortrib \$89 (GF)

Garlic mashed potato, snipped French bean, patty pan squash

#### Rosemary Chicken \$72 (GF)

Walnut gremolata crusted chicken breast stuffed with rosemary and garlic. Pesto broccoli puree, roasted root vegetable

#### Seared Atlantic Salmon \$77 (GF)

Charred leek and fennel, potato gnocchi, lemon butter sauce

Spectra will provide all the necessary small wares, china and linens





# Beverages

# Beverages

## NON-ALCOHOLIC – A LA CARTE

### Brewed Coffee

We proudly brew Starbucks  
Samovar (20 cups) \$110  
Small cambro (40 cups) \$220  
Large cambro (80 cups) \$440

### Brewed Tea

Samovar (20 cups) \$110  
Small cambro (40 cups) \$220  
Large cambro (80 cups) \$440

### Keurig Coffee Maker

\*For pricing inquire with catering manager

### Deluxe Franke Coffee Dispenser

Select the variety of coffee, cup size and operating mode – service or self-service. With our commercial coffee machines, making coffee, cappuccino, latte macchiato and hot chocolate is wonderfully easy.

\*Inquire for pricing

### Assorted Individual Bottled Fruit Juice \$4.75

Apple, orange, cranberry

### Aquafina Bottled Water \$4.25

### Pepsi Soft Drinks \$4.75

All Pepsi Co products

### Fruit Juices (Serves 25) \$75

Choice of apple, orange, cranberry

### Ice Cubes \$25

25lb bag

### Electric Cold Water Dispenser \$85

For entirety of event

Please order the electric required through Showtech Power and Lighting  
110 Volts 3 amps & 300 Watts

### Five Gallon Water Jug \$40

In addition to the dispenser charge

### Hydration Station Dispenser \$50

Three (3) gallon minimum order per flavour  
Lime, pineapple orange, lemon, cucumber mint



# Beverages

## BAR SERVICE

*Spectra Food Service & Hospitality provides all products and includes one (1) bartender per one hundred (100) guests for a regular bar. All pricing is per drink. Any alcohol not on our list will be on guaranteed consumption*

### House Wine

**Bricklayer's Cabernet**

**Bricklayer's Chardonnay**

By the glass	\$9.25
By the bottle	\$37

### Premium Wine

**J Lohr Cabernet Sauvignon**

**Rosewood Estates Reisling**

By the glass	\$10.75
By the bottle	\$48

### Beer

**Thornbury Craft Cider & Beer**

Ladder Run Amber (473 ml)	\$8.75
Pick no.28 Pilsner (473 ml)	\$8.75
Dam Dark Lager (473 ml)	\$8.75
Light Lager (473 ml)	\$8.75
Apple Cider (473 ml)	\$9.75

### House Spirits

1 oz	\$8.25
750 ml Bottle	\$200

### Premium Spirits

1 oz	\$9.25
750 ml Bottle	\$225

### Champagne

Moet & Chandon	\$210
----------------	-------



# General Information & Policies

## Exclusivity

Spectra is exclusive provider of all food and beverage in Enercare Centre, Queen Elizabeth Building and Better Living Center. All food and beverage (including water) must be purchased through Spectra.

## Menu Selection

Our knowledgeable catering team is eager to assist you with your event planning, menu selection and to answer any questions. Our menus offer a wide variety of options, however, your Catering Manager and Executive Chef - would be happy to create custom menus to suit your event and budget.

## Beverage Service

Spectra offers a complete selection of beverages to compliment your function and adheres to all regulations of the Alcohol and Gaming Commission of Ontario. As a licensee we are responsible for the administration of these regulations. Outside alcohol is not permitted on the premises. If you have any questions please contact the Catering Manager.

## Dietary Considerations

Spectra is able to accommodate a variety of dietary requests, which must be prearranged.

## Contracts

In order to execute your event, a signed copy of the banquet contract and banquet event orders (BEOs) must be returned to Spectra prior to any service being provided. A banquet event order, commonly referred to as a "BEO," is a document that outlines the details of your event. It serves as a guideline for Spectra to execute and communicate logistics to all necessary catering departments. The signed contract with its stated terms, constitutes the entire agreement between the client and Spectra. In addition, full payment for all services must be received five (5) business days in advance of your first event.

## Management Charge and Tax

An 18% management charge and 13% HST will be applied to all food and beverage purchased.

The management charge is the sole property of the food and beverage service company or the venue owner, as applicable. It is used to cover such party's costs and expenses in connection with the catered event (other than employee tips, gratuities and wages) and is not charged in lieu of a tip. The management charge is not a tip, gratuity or service charge nor is it purported to be a tip, gratuity, or service charge, for any wait staff employee, service employee, service bartender or other employee and no part of the management charge will be distributed (as a tip, gratuity, or otherwise) to any employee who provides service to guests.

## Payment Policy

A deposit of 50% of the total contract will be required thirty (30) days in advance of the date of the first function. The final 50% shall be paid in full a minimum of five (5) business days before the start of the first event. A completed credit card authorization form must be provided as a guarantee of payment for any additional on-site services rendered. Mastercard, Visa and American Express are accepted. Any remaining balance must be paid within ten (10) business days upon receipt of final invoice. A credit card must always be provided regardless of payment method.

There is a 3.5% processing fee for using credit cards. If the credit card deposits are made via phone or email, this is considered a signed contract and will be noted as "phone order signed contract."

All money due to Spectra will begin to accrue 1.5% interest from the date of the invoice for all sums over thirty (30) days, additionally any cost of collection and enforcement of the contracted services will be the responsibility of the customer.



# General Information & Policies

## Food and Beverage Pricing

An estimate of all food and beverage pricing, will be provided in advance and will be confirmed subject to inflation upon the signing of the Spectra contract. However, due to fluctuating market prices, we reserve the right to make product substitutions based on specific commodity price increases.

## Per Person Charges/Per Items

If the BEOs provided reflect per person charges, customer shall pay Spectra for every person served at each event at the per-person charge specified on the BEO provided. However, if the number of persons served at the event is less than the guaranteed attendance, the customer shall pay the per-person charges on the basis of the guaranteed attendance.

If the BEOs provided reflect per item charges, customer shall pay Spectra for every item served at each event at the per-item charge.

## Guaranteed Attendance

The customer shall notify Spectra, no less than five (5) business days prior to the event, the minimum number of guaranteed attendance for the event (GA). There may be applicable charges for events with minimal attendance.

If customers' failure to notify Spectra of the guaranteed attendance within the time requirement:

- a) Spectra shall prepare for and provide services to guests attending the event on the basis of the estimated attendance specified in the BEO and
- b) Such estimated attendance shall be deemed to be the guaranteed attendance.

Should the guaranteed attendance increase or decrease by 25% or more than the original contracted number of guests, an additional charge of 20% per guaranteed guest may apply.

## Cancellation Policy

Cancellation of food and beverage functions must be sent in writing to Spectra. Any cancellations received within thirty (30) – twenty two (22) days of the scheduled event date will result in a fee equal to 25% of the estimated food and beverage charges, plus any base rental fees as outlined in the contract.

Any cancellations received within twenty one (21) days of the scheduled event date will result in a fee equal to 100% of the estimated food and beverage charges, plus any base rental fees as outlined in the contract.

Groups larger than 1,000 in attendance, cancellations received within forty five (45) – thirty one (31) days of the scheduled event date will result in a fee equal to 25% of the estimated food and beverage charges, plus any base rental fees as outlined in the contract.

Groups larger than 1,000 in attendance, cancellations received within thirty (30) days of the scheduled event date will result in a fee equal to 100% of the estimated food and beverage charges, plus any base rental fees as outlined in the contract.

## Staffing

The following are service standards included in the menu pricing.

Cocktail reception	1 Server per 30 guests
Buffet service	1 Server per 35 guests
Plated service	1 Captain per 8 servers   1 Server per 25 guests   1
Busser per 4 tables	
Cash bar	1 Bartender per 75 guests (beer, wine, liquor) 1 Bartender per 100 guests (beer, wine)
Open bar	1 Bartender per 100 guests (beer, wine, liquor) 1 Bartender per 125 guests (beer, wine)

### MINIMUM SPEND FOR INCLUDED LABOUR

There is a minimum spend of \$500 otherwise a minimum labour fee \$120 for 4 hours will be charged.

## Supplemental Staffing Fees

Should you prefer additional service staff, additional labour charges will be applied to your invoice.

Please note that a four (4) hour minimum, per staff member applies. Rates are between 6:00 am and 1:00 am. Your Catering Manager will quote accordingly.

Server	\$140 per 4 hours (4 hour minimum)
Culinary	\$170 per 4 hours (4 Hour minimum)
Bartender	\$165 per 4 hours (4 hour minimum)
Captain	\$185 per 4 hours (4 hour minimum)

In the event that the service period exceeds the above time frame, an additional labour charge of \$78 per hour, per wait staff will be applied. Should your event require extended pre or post service, standby times or deviations from standard set, an additional labour charge may apply

## Additional Charges

### SPECIAL EVENTS

There are a number of events that require complex planning. To successfully orchestrate your event, additional logistical planning, specialty equipment and/or labour may be needed. Due to these requirements, special events may be subject to early guaranteed dates, deposits and fees.

Fees may include equipment rentals, china and/or glassware fees or special food order surcharges.

### LINEN SERVICE AND SPECIAL EVENT PLANNING

Linen fees will apply for specialty linen or linens required for meeting functions.

### SPACE DESIGN AND FLOOR PLANS – CATERING FUNCTIONS

Your Spectra operations manager will review the event plan to coordinate logistics and ensure ample space has been considered, making appropriate recommendations to create the best possible event experience. Often, events require catering (prep, serving, clearing) to take place in an area that is not commonly dedicated to the purpose. In this instance, the client and the Spectra team will discuss effective solutions (i.e. pipe and drape) to cover food service staging areas from the guests' view.

The cost for additional equipment provided by the customers decorating company or through Spectra will be the responsibility of the customer.



